

NOTICE OF OPENING N.º 209/SGA/DOFAE

**Faculty of Pharmacy
Academic Year 2025/2026
2nd Cycle Course**

**2nd cycle
Master on Herbal Medicines and Food Supplements**

1. Number of places:

1st call: 3 places

2nd call: 21 places

3rd call: 1 place + remaining places

2. Minimum number of students for course opening: 10

3. Application deadlines:

1st call: 3rd to 31st March 2025

2nd call: 2nd June to 15th July 2025

3rd call: 1st to 12th September 2025

4. Admission requirements:

1- Applicants to the cycle of studies leading to a master's degree must be:

a) Holders of a bachelor's degree or legal equivalent in the fields of Health Sciences or Life Sciences;

b) Holders of a foreign higher education academic degree that is recognized as meeting the objectives of a bachelor's degree in one of the areas referred to in the previous paragraph by the Scientific Committee of FFUC;

c) In duly justified cases, holders of an academic, scientific, or professional curriculum which is recognized as attesting the ability to carry out this cycle of studies by the Scientific Committee of FFUC, in which applicants must obtain a curriculum evaluation equal to or higher than 14 points out of 20.

2- The recognition referred to in subparagraphs b) to c) of paragraph 1 merely provides access to the cycle of studies leading to a master's degree and does not confer on its holder the equivalence to a bachelor's degree or the recognition of that degree.

5. Selection criteria:

1) Adequacy of the academic, scientific and professional curriculum. (Weighting 2/3);

1.1.) Adequacy of 1st Cycle course to the profile of the Master in Biotechnology of the Faculty of Pharmacy of the University of Coimbra;

1.1.1) recognition of academic merit in the 1st cycle course;

1.1.2) recognition of the adequacy of 1st cycle course to the requirements and profiles of the Master in Biotechnology;

1.2) recognition of scientific merit, namely publications, participation in projects and other scientific activities.

2) Classification of access qualification (Weighting 1/3).

Regarding the access referred to in sub-paragraph d) of paragraph 1 of the conditions of admission: The CV of applicants is rated on a scale of 0 to 20 in criteria i) to iv) and according to their respective weights:

- i) Academic curriculum, considering the final classification of the degree(s) held (22%);
- ii) Relevance of the degree(s) held for the scientific area of the study cycle (30%);
- iii) Scientific curriculum, considering participation in congresses, seminars, research projects, number and scientific quality of publications (monographs, book chapters, articles in periodicals), prizes and similar awards, provided these activities are in the scientific area of the study cycle in question (30%);
- iv) Professional curriculum, considering the duration and nature of the professional activities performed in the scientific area of the study cycle in question (20%).

NOTE: Assessed applications that have a grade lower than 9.5 in one of the evaluation criteria will automatically become non-approved.

6. Required documentation:

- Certificate of Bachelor's degree with final course classification (diploma). A certificate proving approval in the curricular units carried out must be included, with respective classifications (school transcript). (MANDATORY, except if the primary course is a course taught at the University of

Coimbra);

- Curriculum Vitae; (MANDATORY);
- Identification document (MANDATORY only for foreign applicants);
- Motivation Letter; (MANDATORY);
- Official declaration of course outlines and hourly course loads with classification of each course unit of courses previously taken (transcript), in case of equivalence credits request (MANDATORY, except in degrees awarded by the University of Coimbra under the Bologna Process – after 2007/2008);
- Official document certifying qualifications, issued by the institution awarding the degree, indicating the weighted average and the grading scale. (MANDATORY only for holders of a degree obtained abroad that does not contain the average).

NOTE: If the documents mentioned above are written in a foreign language other than Spanish, French, and English, it is mandatory to present a translation to Portuguese undertaken by a translator recognised by the Portuguese diplomatic representation.

The submission of the authenticated original documents is mandatory to the applicants admitted who enrol and register and must be done as soon as possible in order to complete their personal file. Further information at: <https://www.uc.pt/en/academicos/inscricoes/PIAs>.

7. Tuition fee:

- National Student or equivalent: 1,250 EUR (annual fee);
- International student: 7,000 EUR (annual fee).

RRP (Recovery and Resilience Plan) Support to the Tuition Fee*:

- 50 per cent of support to the tuition fee payment for national students.
- 40 per cent of support to the tuition fee payment for International Students.

* For information on eligibility conditions, consult the Regulation no. 1126/2022 concerning the granting of Incentives to the Empowerment of Young People and Adults within the scope of the “Living the Future Academy” Project.

8. Part-time registration: Allowed.

9. Assessment committee:

- Carlos Manuel Freire Cavaleiro.

10. Other information:

- Application is subject to the payment of a 50.00 € fee, which is non-refundable, even in case of invalidation of application and of non-placement.

ADMINISTRATION

- Applications are submitted online at: <https://inforestudante.uc.pt/nonio/security/candidaturas.do>.
- Applicants who do not have the documents attesting the required qualifications or other documents until the end of the deadline for applications may apply conditionally. If they do not submit the required documents until the new deadline provided, their application will become "Not Admitted". Then, they can move their application onto the following call for applications without any additional charges.
- In applications definitively considered valid, and after the evaluation period has started, it is not possible to add or replace the documents presented. To add new documentation, a new application must be submitted in the next phase, if any.
- After the last phase of applications, and if there are still places available, applicants may submit their application by means of a request, beyond the deadline, which will be duly appraised by the coordination of the Course /Organisational Unit.
- Further information about academic issues, including the academic calendar, is available at: <https://www.uc.pt/en/academicos>.
- Contacts: E-mail: <https://apps.uc.pt/forms/view/sga/en>; Telephone:(00351) 239 247 195; In person assistance: at the Student Hub of the University of Coimbra. Schedules for assistance may be consulted at: <https://www.uc.pt/en/academicos/contactos/presencial>.

University of Coimbra, on 19th February 2025.

Head of Division,